University Board of Trustees  
Work Group on Academics and Campus Environment  
NOTES  
May 29, 2008, 1:00 – 3:00 PM  
Marshall Center Room 296  

Workgroup Members Present:  Lee Arnold, Trustee and Chair; Michael Barber, Trustee and President, Faculty Senate; Gene Engle, Trustee; Greg Morgan, Trustee and President, Student Government; Robert Soran, Vice Chair and Trustee; Jennifer Capeheart-Meningall, Vice President, Student Affairs (via phone); Trudie Frecker, Acting Executive Vice President and Chief Financial Officer; Ralph Wilcox, University Provost and Senior Vice President; Kathleen Moore, Associate Vice President for Academic Affairs and Educational Outreach, Staff Liaison to ACE; Anu Saxena, USF Foundation Liaison; Joe Eagan, Associate Director, Facilities Planning; Kim Lersch, Associate Professor, Department of Criminology; Paul Spector, Professor, Department of Psychology; Barbara Sparks-McGlinchey, Associate Director, Intercollegiate Athletics;  

Guests:  President Judy Genshaft, Tracy Tyree, Associate Vice President, Student Affairs  

I. Call to Order and Comments:  

Trustee Arnold called the meeting to order at 1:00 p.m.  He commended Barbara Sparks-McGlinchey for her service on the ACE Workgroup and wished her well in her upcoming retirement.  

II. New Business – Action Items  

a. Approval of Minutes – April 17, 2008  

The Workgroup unanimously approved the April 17, 2008 minutes.  

b. Approval of new program proposal – Doctor of Pharmacy  

Dr. Kevin Sneed presented the item and provided the background and history of the Doctor of Pharmacy degree program.  He asked that the workgroup approve the program as a freestanding program but with the understanding that USF will pursue collaboration with other Pharmacy programs in the State of Florida – University of Florida and Florida A&M.  The proposal has already been approved by the Graduate Council, Academics Affairs Management Council, Health Affairs Management Council.  It is hoped that the proposal can be advanced to the BOG in December.  Dr. Sneed noted that any degree program that results in licensure for the graduate also requires Legislative approval.  He noted that other private and public institutions are seeking to initiate similar programs in the State of Florida, both.  USF has received a significant amount of support from the teaching hospitals here in the local area.  Dr. Sneed has visited 7 hospitals in the
area and all have pledged their support. He provided a brief overview of the key points about the innovativeness and need for the program and the cost of the program. Mr. Prevaux observed that implementation would be contingent upon BOG approval and then Legislative approval due to licensure so there will be a time lag before implementation. Trustee Engle asked about the budget situation and it was noted that USF Health is working with the development office to locate outside funding. President Genshaft emphasized the consistency of the proposed program with the USF strategic plan. Trustee Soran noted that when Dr. Klasko presented the initial proposal there was a focus on clinical pharmacy, which is a critical component of USF’s clinical services.

A motion was made to approve and was seconded. Approved unanimously.

c. Approval of new program proposal – BS in Education with Teaching Certifications in Elementary Education and Exceptional Student Education with endorsement in ESOL and Reading

Regional Chancellor White presented the item and noted that USF St. Petersburg proposes a new emphasis for a degree for their institution – BS in Education with teaching certification in Elementary Education and Exceptional Student Education including endorsements in ESOL and reading. The program is a response to new State mandates from Florida Department of Education and the Legislature and it is designed to meet the needs of school districts in Pinellas, Pasco and Hernando Counties. The degree program has been developed in concert with the leadership in those school districts. It is designed by the faculty to have an integrated dual degree design, modeled on national research trends for collaborative teacher preparation between general and special education. This program supplants USFSP’s existing bachelor degrees in Elementary Education and Exceptional Student Education. It requires no additional fiscal resources.

A motion was made to approve and was seconded. Approved unanimously.

d. Approval of new program proposal – Bachelor of General Studies

Provost Ralph Wilcox presented the item and noted that this is a joint initiative between Educational Outreach and Undergraduate Studies. The proposed program is designed to serve mid-career adult students who are returning to higher education. It is a career progression rather than an initial job entry or workforce entry type of program that will meet workforce needs in some of the most graphically broad fields in Florida and the nation. He introduced Dr. Kathleen Moore and Dean Bob Sullins who will oversee the program. Trustee Arnold asked if the program was on the strategic plan and it was confirmed it was. He asked if it was in conflict with any of the activity in the Community College system and it was confirmed there were no conflicts. In response to a question from President Genshaft, Dr. Moore advised that each student would select a concentration within the program. Dr. Wilcox added that the BGS is a generalist
degree with specialized tracks related to workforce development in the most critically high demand fields in the State. Dr. Moore has been working with the Osher Foundation and she provided a brief overview of the relationship with Osher. Educational Outreach was invited to apply for Osher Reentry Scholarship Grant funding which is designed for students in reentry programs such as the Bachelor of General Studies. USF hopes for an initial $50,000 in funding from the Osher Foundation in connection with BGS implementation, and then we stand to be able to compete for an endowment that to support this program. Trustee Arnold asked if we do not receive the endowment, what would happen to the program. Dr. Moore noted nothing would happen to the program but the students would have to rely on the traditional forms of financial aid. Trustee Arnold asked if it would be possible to get a state match and it was confirmed it would be. Dr. Wilcox noted that because the program is designed for mid-career adults few of the students would be eligible for Bright Futures and other merit based support so that is why the Osher gift is so important. Trustee Arnold asked if we would see such a program at University of Florida or Florida State and it was clarified that it is a program that is offered at most large public institutions in metropolitan areas. It is generally a workforce program. There are similar programs in the urban SUS institutions. Trustee Barber asked for clarification on impact on existing concentrations and will the students take the same classes. Dr. Moore noted that the students would take up available space in existing classes that are not at capacity. Other than the capstone course there would be no curriculum specifically designed and developed for these students.

A motion was made to approve and was seconded. Approved unanimously.

e. **Faculty Nominations for Tenure**

Provost Ralph Wilcox invited Senior Vice Provost Dwayne Smith to present the item. He noted that there are 31 individuals who are being recommended for tenure. In previous times he has shared the rigorous process that this represents and it includes up to 7 levels of review. He asks on behalf of the Provost Office for approval. Trustee Arnold asked if this was the Tampa Campus and it was clarified that it is the Tampa Campus and regional campuses of USF Lakeland and USF Sarasota-Manatee. Trustee Arnold noted the last page of the document details the number of individuals who applied, withdrew, and were nominated.

A motion was made to approve and was seconded. Approved unanimously.

f. **Tenure Nominations as a Condition of Employment**

Senior Vice Provost Dwayne Smith presented the item. There are four individuals who are being hired by the University with tenure as a condition of their employment. Typically these individuals come from other institutions where they have been granted tenure or perhaps were at the end of their tenure process. A brief biography on each individual is included. They are outstanding in their
fields. He asked that their nomination for tenure as a condition of employment be approved.

A motion was made to approve and was seconded. Approved unanimously.

g. **USF St. Petersburg Faculty Nominations for Tenure**

Regional Chancellor White presented the item. She noted that USFSP has the same levels of review, culminating with review by the Regional Chancellor and the President. There are 4 individuals being recommended for tenure. They are accomplished scholars and have added greatly to the USF St. Petersburg campus community.

A motion was made to approve and was seconded. Approved unanimously.

h. **USF System Governance**

President Genshaft presented the item and noted that this is an update of the governance policy for the USF System. As the system evolves each year there are changes and strengthening of the document. Trustee Arnold stated that the document has been on the web and faculty and administration has had an opportunity to work through the document as well as the various campuses. He has met with the Provost on several occasions regarding the document and there are some enhancements that focus on communication and collaboration. The annual review is important and much work has gone into the revisions. Trustee Engle asked if there were any major revisions and Trustee Arnold advised that most of the changes were on page 2. Those changes were highlighted. President Genshaft noted that one thing that is new this year is that each campus will have a separate number under IPEDS which is a national data reporting system. Each campus will have its own data set and profile rather than all being reported under the USF System. The State of Florida requires that USF reports as one institution.

A motion was made to approve and was seconded. Approved unanimously.

i. **Amendments to USF Regulation 6.0162, Health Insurance for International Students and Research Scholars**

Associate Vice President Tracy Tyree presented the item. The mandatory health insurance committee of the Board of Governors reviewed the health insurance policy for international students and amended the BOG regulation 6.009 so revised USF Regulation 6.0162 is USF’s effort to be in compliance. Dr Tyree highlighted the changes. She noted that there was a competitive process and there is a contract with Blue Cross/Blue Shield to offer a new insurance plan for all students. Trustee Arnold asked if the plan was paid for by all of the students and it was confirmed it was. It is a voluntary plan for domestic students and a
mandatory plan for international students unless they have an equal plan. Barbara Sparks-McGlinchy asked about the costs per student in the Fall and it was noted that the plan would be $1,364.00. Dr. Spector asked if it was an increase over the current year and it was confirmed it was but the new policy is better. Dr. Spector asked if the University is covering graduate students and it was noted that a proposal is being discussed and needs to be ratified. Graduate students costs will be less. Dr. Wilcox noted that this benefit to students does not come without cost to the University and it will be brought to the full Board for ratification at the next meeting. Trustee Arnold asked why this needed to come before the full Board and it was noted that it is because the Board of Governors is mandating that the Board of Trustees have a regulation in place.

A motion was made to approve and was seconded. Approved unanimously.

j. **Tampa Campus Master Plan project location approvals and Minor Amendment**

Acting Executive Vice President Trudie Frecker presented the item. She noted that there are three minor adjustments to the Master Plan. The site location changes are for the Center for Advanced Study of Visual Arts, Southeast Chiller Plant, and the Student Wellness and Nutrition Center. The proposed changes and funding for the projects were reviewed. Trustee Arnold noted that the idea for a chiller plant on the perimeter is not the best because of distance from the other chiller plant in case of emergency. President Genshaft noted space around the SunDome area was considered but the chimneys are going to be so tall that the covering around it would have been more than 20 feet. Trustee Arnold expressed the hope that the engineers have discussed the distance, the size of the pumps needed to go the extra distance and other drawbacks of a remote location. Dr. Frecker noted that it is an urgent issue as there are already problems with the Athletic building and there is insufficient capacity for the planned Patel Center. Trustee Arnold asked if subject matter experts made the decision or if it was a real estate call and it was noted it was a combination of both. Trustee Engle asked if the location of the plant was to serve the east side of the campus and it was confirmed it was and would take the load off of the existing Plant. Trustee Arnold asked that there be a further discussion with the engineers regarding its location.

Regarding the Wellness Center Trustee Arnold asked if anyone had shared with Coach Levitt the location of the center and AVP Frecker agreed to make sure this occurred. Trustee Morgan asked what the final numbers for CTIF dollars were and it was noted that the final Legislative approved number was $14,876,702 awaiting the Governor’s sign off before next steps are taken. The concept of the project is approved but not funded.

President Genshaft asked Trustee Arnold if he would like them to take another look at the location of the Chiller Plant. Mr. Eagan noted that currently there are
two plants and there are future plans to expand them. Trustee Arnold asked in the best of all worlds where would the plants be located and Mr. Eagan advised he would put them in the 4 quadrants. Trustee Barber asked how large the plants are and it was noted they are about 2-1/2 stories high. Trustee Arnold shared his experience with shielding chiller plants for larger facilities in urban settings. He expressed concern that USF doesn’t lose power trying to protect the aesthetics. Mr. Eagan noted that they will screen the plant as best as they can. Trustee Engle asked that the motion be amended to reflect that another look will be taken at the location of the chiller plant from an economic and design standpoint. The motion will be amended to reflect that it is not necessary to bring the issue back for further review.

A motion was made to amend the item to reflect that another look will be taken at the location of the chiller plant from an economic and design standpoint. The Workgroup accepts the presentation as presented. A motion to approve was made and was seconded. Approved unanimously.

k. Approve the USF Tuition and Fee Recommendations for AY 2008/09

Provost Wilcox presented the item and noted that the focus on program and strategic impact. He introduced Dr. Das, Associate Provost who presented and reviewed the PowerPoint presentation. Mr. Saxena asked why in some of the program tuitions USF is not maxing out increases at 10%. Dr. Haynie advised that those increases are consistent with other recommended increases throughout the State. There are concerns about the quality of MD applicant we will be able to sustain with the additional medical schools. One of the new Florida medical schools will charge no tuition. We want to remain competitive. In the case of DPT there are not that many programs nationally, so there is less competition. The out-of-state for the MD is not being proposed to be increased because USF’s out-of-state MD tuition is approaching $50,000 and that is not competitive with other schools. Trustee Barber asked how the revenue from distance learning fees would be distributed. Dr. Moore advised that the fees cover development and delivery of distance learning courses. In Academic Affairs the E&G budget for support of Educational Outreach’s central distance learning support unit has been given back to the Provost’s Office and the fees will be used to substitute for that E&G allocation. Dr. Wilcox noted revenue will be shared. There are centralized systems and services that we must support, but resources will be distributed out also. Dr. Spector asked about existing distance courses that are not utilizing any of the resources and it was clarified that there are costs associated with those courses such as technology resources, compiling the distance learning catalog, responding to inquiries from students, compiling reports to the State. Dr. Wilcox noted that resources could also be used to enhance and expand the distance learning program. Dr. Lersch asked if the fee would apply even if the course is in place and it was confirmed that was correct. Dr. Moore noted that the goal is to expand and enhance the support services that are made available and would include investing in additional course development, student support
services, marketing, etc. Dr. Spector commented that if ½ of the students are at home and not on campus taking courses it saves the university money on classrooms and as much infrastructure. He noted that in the long run the State would save money as more students take distance courses. Trustee Arnold noted that this additional revenue will help to take USF to the next level and be a great advantage to the University. The University will still charge a nominal amount compared to what the private sector charges. Dr. Spector asked about the fees charged to out-of-state students and Dr. Das clarified the tuition and fee costs. Trustee Morgan asked with the in-state graduate tuition increase of 6% how competitive is USF if the other State institutions only raise by 6%. Dr. Das advised that he expects the other State institutions will raise their tuition by 10%. Trustee Morgan asked Dr. Wilcox what kind of support will be given to the students as far as advising from this extra fee and what kind of academic support services are available to make sure students are staying on a graduation track. Dr. Wilcox advised that it will come back to them in two ways – 1) need based financial aid, and 2) hiring more faculty and instructional support (e.g. graduate assistants in the case of large sections). Trustee Morgan asked about help with registration and academic support to make sure the students are getting into the classes and sections they need. Dr. Wilcox advised that the University is committed to reduce the faculty-student ratio and to also reduce the student-advisor ratio. Dr. Das added that the University is implementing an automated degree audit system and provided a brief overview of the system. Trustee Arnold asked when the system would be operational and it was noted that it should be available in 1 year. Dr. Wilcox advised that the system will also automatically enroll students in the classes they need in sequential order. Trustee Morgan asked how many students might be affected or what percentage of these tuition increases will be covered by Florida Prepaid or Florida Bright Futures. Dr. Das noted that for the 94% of students with Bright Futures the 6% increase would be covered but the 9% differential tuition increase would not be covered by Bright Futures. Students who have the Florida Prepaid program effective July 2007 would be able to also cover the 9%.

A motion was made to approve and was seconded. Approved unanimously.

1. **5-Year Capital Improvement Plan**

Provost Wilcox presented the item. He reviewed the programmatic elements associated with the proposed 5-year Capital Improvement Plan (CIP). As part of the Legislative budget request each year universities are asked to develop, seek approval from their Board of Trustees and submit to the Board of Governors their prioritized list for capital improvement funding. The list provided is much like the lists submitted in the past except that many of the projects have been scaled back in size responding to the reality that PECO funding is decreasing and while USF was fortunate in this Legislature session to see a recommendation of $15,000,000 in funding that is awaiting the Governor’s approval we do not
anticipate that number to grow in years to come; it may shrink. Dr. Wilcox reviewed priorities 1-8 and noted that funding for priorities below #8 is unlikely.

A motion was made to approve and was seconded. Approved unanimously.

III. Updates

a. Provost’s Update

Provost Ralph Wilcox presented the report and noted that following the approval of the budget reduction plan the leadership team of the University is working hard on a variety of initiatives to bring to fruition the budget reduction recommendations. The Provost is working closely with Deans and Department Chairs and a workgroup comprised of department chairs, deans, and faculty who will continue to work throughout the summer to address the challenges.

Provost Wilcox shared that President Genshaft presided over 8 different commencement ceremonies in which USF awarded more than 5,000 degrees to graduating students. This reflects that our efforts and investments in student success activities are yielding the results we had projected. Students are graduating on a faster pace than they have in the past. He noted that summer enrollment is up with nearly 28,000 students. SCH enrollment is up approximately 1% across the University which is a modest growth. Enrollment is down on the Tampa Campus in part because of enrollment reshaping activity and partly because of the limited resources USF available to support summer school on the Tampa Campus. Provost Wilcox commended the regional campuses for their work in increasing enrollment and provided a brief overview of their enrollment numbers. The 2008 Distinguished University Professors were announced. They are Dr. Arthur Bochner, Department of Communication, College of Arts & Sciences, and Dr. Lawrence Branch, Health Policy and Management, College of Public Health.

Provost Wilcox discussed where USF is going in the future. The focus in the past several weeks and months has been on covering the $35.6 million base budget reduction and planning beyond that to allow for further reductions in the coming fiscal year. Now the focus is being shifted to realign USF performance expectations with regard to the Strategic Plan. We are struggling with the reality of an 11% base budget cut which will mean that USF students will face larger classes, fewer options both in time and day, and the array of elective classes available to the students. We will see reduced access to buildings for faculty, staff, and students. There will be a reduction in maintenance and support service across the University along with adjustments in climate control. For now the budget reduction planning is behind us and we are in the implementation phase. The days ahead will be challenging as we seek to provide quality education for
the undergraduate and graduate students at USF as well as the support that the faculty deserve to realize their scholarly and research potential.

B. Student Affairs Update

Associate Vice President Tracy Tyree presented the report. She expressed how pleased Student Affairs is that Greg Morgan has been selected as Student Government President and shared that they have spent time with him and his team to launch the relationship and work together particularly in these times of difficult budget reductions. In Student Affairs they have spent a great deal of time in the last several weeks on how they are going to manage budget reductions. She commended the team on how they have approached their reductions from a shared stewardship perspective and they are looking at ways to be good stewards of their various sources of funding and how to utilize them to minimize the impact of the reduction of E&G funding so the effects on students are minimized. She advised that the opening of the new Marshall Center within the next couple of months will be a time of celebration on campus. The project is on schedule and within budget. The progress of the new Magnolia Hall is also significant. Dr. Tyree distributed and reviewed the 2008 First Year Student and Family Orientation - New Student Week of Welcome schedule. She invited Board of Trustees members to attend the opening session. Dr. Tyree shared that Student Affairs has some significant transitions with the retirement of Dr. Bill Anton in the Counseling Center and the departure of Dr. Tom Kane, Director of Housing and Residential Education who has accepted another position with Appalachian State University. Dr. Tyree shared accomplishments in Student Affairs noting that the Oracle was named the best student newspaper in the Southeast region by the Society of Professional Journalists and that Kevin Smetana, Multimedia Editor for the Oracle was named as one of the top 100 best student journalist in the country by the University Wire. She noted that Dr. Jill Terenzi, Director of Student Health Services, will receive the 2008 Golden Partnership Award from the State of Florida Department of Health in the Department of Epidemiology for efforts relating to the meningitis situation.

C. Faculty Senate Report

Trustee Michael Barber presented the update. He noted that the Faculty Senate has been involved as a group in the budget situation from the beginning and as part of the Budget Advisory Taskforce. The Faculty Senate appreciates that the Provost Office has allowed them to be involved in the discussions. The Senate has taken the unusual step of scheduling a special meeting to discuss the budget reduction plan once the State budget is finalized. He complimented Academic Affairs on how the process was handled. He noted that the Faculty Senate has a draft proposal on community engagement and guidelines to incorporate community engagement into promotion and tenure criteria. Another topic of interest to the Faculty Senate is President Genshaft’s Climate Commitment. Trustee Barber noted that the Senate has passed some amendments about how
they will function with regional campuses and they have made some amendments to the constitution particularly with respect to the faculty at USF St. Petersburg. The USFSP faculty have their own senate and will have a liaison on the USF Senate. The four seats that were originally allocated to USFSP will be reapportioned to the other campuses. The Faculty Senate has taken a keen interest in distance education. The University has started to put out some guidelines and the Senate is interested in examining the document to see how they can come up with a unified policy on how to treat distance education on USF Tampa. Trustee Barber noted that the Senate has asked for and begun to receive information on the budget reduction for the regional campuses. He commented that the Faculty Senate appreciates the opportunity to participate in the governance of the University. Trustee Arnold noted a concern about the reallocation of the four USF St. Petersburg senate seats and having representation on campus boards. Regional Chancellor White clarified that the President has initiated a new intercampus faculty council to address system issues. USF Lakeland, USF Sarasota-Manatee, USF St. Petersburg, USF Tampa, and USF Health all have seats and share information. USF St. Petersburg’s faculty council is separate because of separate SACS accreditation. Trustee Barber advised that it is not an isolationist approach and the faculty wish to maintain collaboration and information transfer between the senates. The Faculty Senate always makes sure that the regional campuses have representation on committees. Dr. Lersch commented that she is on a regional campus and Trustee Barber’s outreach to the regional campuses has been exceptional and that she hopes that those efforts will continue with the new Faculty Senate leadership. Trustee Arnold commended Trustee Barber for his hard work and collaboration.

D. Student Government Update

Trustee Greg Morgan presented the update. He advised that the Student Government has confirmed its staff for the upcoming year and will be up to full speed shortly. Mr Morgan stated that it has been refreshing coming in to his new role and having Dr. Tyree and Dr. Meningall there as well as Dr. Wilcox and his office, President Genshaft and Mr. Prevaux. The Student Government is trying to rebuild relationships with the University including students, Student Affairs, Academics, Athletics and the Alumni Association. This year they are trying to increase the numbers of students who join the Alumni Association and become active alumni. Trustee Morgan shared that Student Government has been absent an advisor for approximately a year; however, a new advisor will start in June. This is a good opportunity and will be helpful in providing leadership. The Student Government is planning a leadership retreat for all of student government and they expect 50-60 people to attend. He noted that they are excited about the opening of the new Marshal Center which will provide additional space and a better environment for student life on campus. He shared information about the Our Shirt Program and the Mr. and Miss USF Pageant. Trustee Morgan shared that on a more somber noted the gentleman who was crowned Mr. USF, Mr. Matt Dolson, was involved in a bad fire and is still at Tampa General Hospital. The
Bookstore has donated clothing on his behalf. A mailing address to send cards for Mr. Dolson is available. At the State level Student Government attended the Florida Student Association conference in May which is where all of the Student Government Presidents from the different state institutions get together and decide what they are going to lobby for in the upcoming year. The Chair of the Florida Student Association sits on the Board of Governors and this year it is AJ Meyers who is the Student Body President from FIU. Trustee Morgan introduced Mr. Thomas King, Student Body Vice President, who was elected by the other state institutions to serve as the chair of the Vice Presidents’ Council. Additionally, Juan Carlos Soltero, senate president, was elected to serve as the chair of the Senate Presidents’ Council of FSA. Two of the three chairs on the FSA are held by USF students. Trustee Morgan shared that he thought they will have a stellar year and invited Trustees to stop by the office. Trustee Engle asked about their lobbying efforts and Trustee Morgan noted that they are always open to suggestions and will keep the trustees updated on their efforts.